

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>				1. CONTRACT ID CODE		PAGE OF PAGES 1      5	
2. AMENDMENT/MODIFICATION NO. 0002		3. EFFECTIVE DATE		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (If applicable)	
6. ISSUED BY		CODE		7. ADMINISTERED BY (If other than Item 6)		CODE	
Naval Surface Warfare Center, Dahlgren Division Attn: XDS13 (Bldg 183, Room 106) 17320 Dahlgren Road Dahlgren, VA 22448-5100		N00178					
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)				<input checked="" type="checkbox"/> 9A. AMENDMENT OF SOLICITATION NO.  N00178-05-R-3002 9B. DATED (SEE ITEM 11) 17 December 2004 10A. MODIFICATION OF CONTRACT/ORDER NO.  10B. DATED (SEE ITEM 13)			
CODE		FACILITY CODE					

### 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☒ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers tended. ☐ is extended, ☒ is not ex-

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning 1 copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

### 12. ACCOUNTING AND APPROPRIATION DATA (If required)

### 13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103 (b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☐ is not, ☐ is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

### 14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

SEE NEXT PAGE

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)	
15B. CONTRACTOR/OFFEROR		16B. UNITED STATES OF AMERICA	
_____ (Signature of person authorized to sign)		BY _____ (Signature of Contracting Officer)	
15C. DATE SIGNED		16C. DATE SIGNED	

The purpose of this amendment is to provide answers to questions submitted in response to solicitation number N00178-05-R-3002 issued on 17 December 2004. The solicitation closing date of 17 February 2005 is extended to 22 February 2005. The questions and answers are identified as follows:

**QUESTION 1:**

Section C, Paragraph C.2.1. Leadership Development Training. We understand that the Government would purchase materials separate from this contract, but would they be purchased from the selected bidder? Should we include any information about our materials in the proposal?

**ANSWER 1:**

Materials purchased by the Government may or may not be purchased from the selected bidder. Offeror should include only those materials that pertain to the solicitation.

**QUESTION 2:**

Section C, Paragraph C.2.1. Do the courses already exist and are you looking for someone to simply facilitate the existing programs? Or would we be facilitating our own programs?

**ANSWER 2:**

No, the courses do not already exist. Yes, you would be facilitating your own programs.

**QUESTION 3:**

Section C, Paragraph C.2.1. Do all members of the project team need to have experience and be trained in Myers Briggs?

**ANSWER 3:**

No. The offeror must be able to perform the requirements of the Statement of Work (SOW).

**QUESTION 4:**

Section C, Paragraph C.2.2. Organizational Development. If we can provide some, but not all, of the requested services, would you like us to bid on those components of the RFP?

**ANSWER 4:**

No. See Question 9.

**QUESTION 5:**

Section H, Office Location. Do all members of the project team need to be within a 2 hour travel time? Is the 2 hour travel time a consideration based on the cost of travel and, if so, can the vendor use personnel located farther away yet only charge for only 2 hours of travel time?

**ANSWER 5:**

The office location must be within 2 hours travel time at time of award. The content of the offeror's technical and cost proposal will be determined by the offeror.

**QUESTION 6:**

Section H, Key Personnel -- Desired Qualifications. While we have staff who are experienced and meet many of the educational requirements, we do not have the requested number of people available who meet all of the General Experience and Specialized Experience qualifications. Additionally, most of our key personnel are located outside the two-hour radius you have specified. Would you still consider our firm despite the fact that we do not meet all of your requirements?

**ANSWER 6:**

This is a Best Value requirement. Desired qualifications and experience are just that. There are no minimum education and experience qualification requirements, see Ddl-H14. The offeror should make his best offer. Key personnel will be administered in accordance with Ddl-H11. The only mandatory contract requirements are office location and security clearance.

**QUESTION 7:**

Is this a new requirement? Or is this the first time for bundling the requirement for leadership training and OD services?

**ANSWER 7:**

This is not a new requirement and is not a bundled requirement. Leadership training and OD services are in the existing contract and this is a follow-on to that contract.

**QUESTION 8:**

Who has delivered the leadership training curriculum in the past? Will this organization be providing the materials?

**ANSWER 8:**

This information was provided in the original synopsis. The successful offeror will provide the materials.

**QUESTION 9:**

Will there be a single award made for this contract or are you anticipating multiple awards?

**ANSWER 9:**

There will be a single award.

**QUESTION 10:**

Is there a timeline on delivery of the first sessions of the training?

**ANSWER 10:**

The first session will be delivered within 60 days of award.

**QUESTION 11:**

May we have access to the materials and program outline for the FLP, MLP, and SLP?

**ANSWER 11:**

No, the curriculum in the previous courses is proprietary. The successful offeror will develop new course material.

**QUESTION 12:**

What is the number of trainees expected in each session?

**ANSWER 12:**

Between 25 – 30 trainees.